

## Lancashire County Council

<b>Post title: Senior Social Worker</b>					
<b>Directorate: Quality, Contracts and Safeguarding Adults Service</b>			<b>Location:</b>	Lancashire House, Accrington	
<b>Establishment or team:</b>	Multi Agency Safeguarding Hub (MASH)			<b>Post number:</b>	E-064-0029
<b>Grade: 9</b>	<b>Staff responsibility:</b> No	<b>Number of staff directly supervised</b>	Up to 6 SCSO	<b>Essential Car user:</b>	Yes
<p><b>Our key objectives:</b>            The following key objectives will shape the activities of the council going forward. These are grouped into four themes.</p> <p>Our citizens</p> <ul style="list-style-type: none"> <li>• Growing up prepared for the future</li> <li>• Improving health and wellbeing</li> <li>• Supporting people in need.</li> </ul> <p>Our communities</p> <ul style="list-style-type: none"> <li>• Making Lancashire communities safer</li> <li>• Making Lancashire communities stronger</li> </ul> <p>Our county</p> <ul style="list-style-type: none"> <li>• Promoting sustainable economic growth</li> <li>• Improving roads and transport</li> <li>• Protecting and improving our environment</li> </ul> <p>Our organisation</p> <p>Responding to significant financial, policy and service challenges means adapting our organisation to ensure it is fit for purpose whilst striving to ensure our customers receive the highest standards of service. This objective will shape the organisation in the future.</p> <p><b>The purpose of this job is to:</b></p> <ul style="list-style-type: none"> <li>• Assist with the screening of safeguarding concerns, risk assessment, and safeguarding planning, undertaking initial section 42 enquiries across all adult care groups for adults with care and support (whether or not the authority is meeting any of those needs) if there is concern that they may be experiencing, or at risk of, abuse or neglect.</li> <li>• To respond to all safeguarding concerns to prevent harm and reduce the risk of abuse or neglect to adults with care and support needs.</li> </ul>					

- To safeguard adults in a way that supports them in making choices and having control about how they want to live, making safeguarding personal
- Promote an approach that concentrates on improving the health and wellbeing for the adults concerned
- Ensure a collaborative and person centred approach within this activity in line with the key principles of the Care Act and DOH Making Safeguarding Personal Agenda.
- Raise public awareness so that communities as a whole, alongside professionals play their part in preventing identifying and responding to abuse and neglect.
- Address what has caused the abuse or neglect
- Provide a professional social work service, including legal and statutory social care responsibilities.

### **Core tasks**

1. To deliver a professional Social Work Service as outlined in national legislation and guidance and in line with county policies and procedures
2. To undertake initial Section 42 safeguarding adult enquiries and to ensure an outcome focussed approach.
3. To develop adult safeguarding plans.
4. To assess the need for adult protection and support in accordance with the wishes of the individual and Making Safeguarding Personal Agenda.
5. Ensure Safeguarding interventions are underpinned by the 6 key principles of The Care Act.
6. To communicate effectively with individuals, carers, other agencies and professionals to support the delivery of a co-ordinated response to individual and carer needs.
7. To effectively manage your own caseload.
8. To keep effective records in relation to the work undertaken using Social Care electronic records.

9. To contribute to effective team working and to service development and to work with management to identify improvements that could be introduced to enhance the efficiency and effectiveness of the Directorate.
10. To undertake continuous professional development including attendance at formal training.
11. To ensure that safeguarding practice is underpinned by a sound understanding of The Care Act, MCA and DoLS legislation, Human Rights Act and any other relevant statutory guidance or legislation.

The post holder is expected to carry out their duties and responsibilities in accordance with the County Council's Policies and Procedures and the Directorate's Statement of Principles and Standards of Conduct.

**Accountabilities/Responsibilities – appropriate for this post:**

A senior social worker is required within MASH Adults service to manage the complex high risk alerts being received and:

1. Hold a reduced case load, which is likely to include a higher proportion of complex and contentious cases, which will be negotiated and reviewed via supervision
2. Supervise staff and undertake duties as delegated by the Team Manager:
  - (i) Act as a Practice Assessor to student Social Workers working towards stage 2 (have or commitment to work towards Practice Educator qualification) or as a Fieldwork Educator to student Occupational Therapists
  - (ii) Support the Team Manager with management of newly qualified staff through their first year of employment, and the probationary period for all new staff.
  - (iii) Supervise team members as required by service area
3. Support the Team Manager in the successful running of the team: support with complaints process, promote continuous improvement via case management and case progression meetings as well as updating Oracle as required.
4. Allocate work and approve financial agreements up to reasonable offer (depending upon service requirement).
5. Chair and co-ordinate a range of meetings specific to service area, offering support or undertaking work around Legal processes (e.g. Court Work, Legal challenges etc.), offer support to case conferences and produce high quality assessments and reports for a range of functions
6. Act in a consultative role in relation to complex cases, providing professional advice, support and learning opportunities.
7. Contribute to the development of policy, procedural and service development.
8. Take on lead roles, and provide learning and support as appropriate.

<p>9. Represent the Authority internally and externally at the request of the team manager; negotiating/liaising with Health and other statutory colleagues as required.</p> <p>10. Operate with a higher level of independence and decision making.</p> <p>11. Work with all levels of management as required, to improve practice and implement change.</p> <p>12. To undertake additional duties as deemed appropriate by the team manager.</p>			
<b>Prepared by:</b>	Popinder Bhogal, Briony Martin	<b>Date</b>	02-01-2020

**The above form** sets out the area of work in which duties will generally be focused, and gives an example of the type of duties that the postholder could be asked to carry out. **PLEASE NOTE** that this is for guidance only. Postholders are expected to be flexible and to operate in different areas of work/carry out different duties as required.

### **Equal opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

### **Health and safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must co-operate with us to apply our general statement of health and safety policy.

### **Safeguarding Commitment**

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

### **Customer Focus**

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

### **Skills Pledge**

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and /or numeracy if they do not have one already

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<b>Person specification</b>		
<b>Post title:</b> Senior Social Worker	<b>Grade:</b> 9	
<b>Directorate:</b> Quality, Contracts and Safeguarding Adults Service	<b>Post number:</b> E-064-0035	
<b>Establishment or team:</b> Multi Agency Safeguarding Hub (MASH) Adults		
Requirements	Essential (E) or Desirable (D)	To be identified by: application form (AF), interview (I), test (T), or other (give details)
<b>Qualifications</b>		
DipSW, Social Work Degree or equivalent	E	AF
Current Social Work England registration	E	AF
<b>Experience</b>		
Minimum 3 years' experience as a Social Worker	E	AF/I
Undertaking complex work with a range of client groups	E	AF/I
Experience in working within a Mental health setting and/or with individuals with mental health needs.	E	AF/I
Knowledge of current Mental Health legislation	E	AF/I
Managing a caseload and competing priorities	E	AF/I
Experience in assessing and analysing need and risk	E	AF/I
Work in a Social Services Directorate or other Statutory or Voluntary Agency	E	
Supporting a student or less experienced staff	E	AF/I
<b>Knowledge and skills</b>		
Knowledge of relevant legislation relating to Safeguarding Adults and wider social work practice	E	AF/I
Experience in assessing and analysing need and risk and planning care with individuals	E	AF/I

Experience in negotiating and working effectively with other agencies and professionals.	E	AF/I
Practical application of relevant legislation and ability to work within legal framework and accountability.	E	AF/I
IT literate, experience in using computer systems for record keeping.	E	AF
Effective organisational skills, able to prioritise and manage a case load and work independently under pressure.	E	AF/I
A demonstrable understanding and acceptance of the principles underlying equal opportunities and diversification and a commitment to achieving these.	E	AF
Excellent written and oral communication skills appropriate to the situation.	E	AF/I
A commitment to improving practice standards and personal competencies through continuous professional development, and use of supervision and appraisal to improve personal performance.	E	AF/I
Experience of training and/or mentoring less experienced staff	E	AF/I
Ability to influence others based on professional expertise.	E	AF/I
Ability to motivate and support the long term development of staff.	E	AF/I
Ability to operate with a higher level of independence and decision making	E	AF/I
<b>Other (including special requirements)</b>		
1. Commitment to equality and diversity within work practice	E	AF
2. Commitment to health and safety	E	AF
3. This is an essential car user post and the post holder is expected to be able to drive and have a car at their disposal. However, in certain circumstances consideration may be given to applicants who as a consequence of disability are unable to drive.	E	AF
The County Council operates a general no smoking policy		